

INSTRUCTIONS FOR TENTATIVE PLAT APPLICATION

PRIOR TO SUBMITTING A TENTATIVE PLAT TO THE LAND DEVELOPMENT DIVISION, APPROVAL BY THE SPECIAL TAXING DISTRICT IS REQUIRED. PLEASE CONTACT DON TOCK AT (305) 375-2703 OR SILVIA OVIDE FOR DETAILS.

The following items must be presented to the Subdivision/Platting Section of the Public Works Department, 14th Floor, Miami-Dade Center, 111 NW First Street, Miami, Florida 33128-1970 at least eight (8) **working days** prior to any scheduled Plat Committee meeting. Regular Plat Committee meetings are held every Friday.

- (1) Twenty (20) copies, of a current TENTATIVE PLAT SURVEY prepared, signed and sealed by a Professional Surveyor and Mapper for the express purpose of this application (Folded to Subdivision Control Specifications).
- (2) Three (3) completed, executed and notarized applications.
- (3) Three (3) copies of the recorded deed showing acquisition of property.
- (4) A processing fee* made payable to the Board of County Commissioners (***Name and address must be preprinted on check***).
- (5) If owner(s) is LLC, LLLP, LP, LTD, etc. applicant must submit an original Opinion of Title stating who may sign on behalf of organization.

In the event that the land involved lies within the corporate limits of a municipality, an official of the affected municipality **must** approve the "Tentative of Plat Survey" **prior** to approval by the County.

* Fees - See Application

** Tentative Plat Survey must include the development information (Proposed use of Property, contact DERM and Public Works Department for details). Action taken by the Plat Committee can be appealed to the Executive Council within fourteen (14) days of notification